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# NEWS

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## CNET Selects Civilian of the Quarter

PENSACOLA, Fla. -- During a recent awards ceremony at the training headquarters building on Naval Air Station, Pensacola, Fla., The Chief of Naval Education and Training (CNET) Vice. Adm. John W. Craine Jr. honored Sharon Higdon as the Civilian Employee of the Quarter.

Higdon, a Supply System Analyst in the Operations Support Division at CNET, was honored for outstanding work including her contributions toward streamlining and implementing a computerized, online purchasing program which tracks purchase invoices and payments.

"Sharon routinely goes above and beyond the duties required by her position," explained Capt. James Mullally, head, Logistics and Quality of Life Programs. "For example, she has authored a user's guide for the government purchase card program, an action normally the responsibility of the program manager. Her guide is in wide use throughout the Navy."

In addition, Mullally says Higdon has conducted numerous training seminars for various commands.

"Sharon has gained extensive recognition as being a pioneer in the government purchase card program," said Mullally. "She extensively tests and analyzes changes to the on-line system for billing and certification of charges and then advises the Navy Supply program manager and the contractor what problems exist and suggests changes. She has been extremely vigilant and dedicated."

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## **CNET Selects Civilian of the Quarter 2/2/2**

According to Mullally, Higdon has saved the Navy and CNET thousands of dollars in interest charges by spotting and reconciling problems with purchase card accounts before the payment deadline occurs. Her suggested changes and improvements have resulted in a better program and made the system easier to use.

"Sharon is literally the 'Help Desk' for the program, fielding dozens of calls each week from CNET and other Navy commands who rely on her knowledge and expertise," Mullally concluded.

Higdon says she goes the extra mile in her job to help others.

"Mainly it is self gratification in knowing that you are helping others to enhance their performances," explained the San Antonio, Texas, native. "It is self motivation to do the best job possible and earn a reputation throughout Navy training as an individual who can be counted on to provide assistance, not only within CNET, but outside, too. This is very important to me. I do not want other commands to feel they cannot count on CNET for assistance."

The CNET Staff Civilian of the Quarter award is designed to specifically recognize 'highly motivated' people who perform their jobs in highly a satisfactory and exemplary manner. Criteria for nominations and ultimately selection is based on a number of criteria including their performance on the job, their enthusiasm, loyalty, and dedication to the command and their responsibilities within the command.